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Readiness

**PACIFIC AIR FORCE SEARCH AND
RESCUE OPERATIONS**

COMPLIANCE WITH THIS PUBLICATION IS MANDATORY

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This instruction is a procedural guidance for the organization and operation of rescue operations in the Pacific Theater. Its antecedent is AFRD 10-2, Readiness. This instruction applies to all Air force active duty, and Air National Guard (ANG) when published in the AF (NGR) O-2. ANG will comply with this instruction to the extent possible as determined by local facilities, equipment, and manning. This supplement does not apply to the Air Force Reserves (AFRES) but does apply to the Air National Guard (ANG).

SUMMARY OF REVISIONS

This revision identifies the transfer of Theater Rescue Forces from Air Mobility Command to Pacific Air Forces and explains RCC manning setup, operation, and how RCCS are aligned in PACAF. As a result of reorganization in the headquarters it also transfers HQ PACAF RCC responsibilities from DOR to DOC.

Section A—General

1. General. For SAR purposes, the Pacific area is divided into two regions: the Pacific Overseas Region and the Pacific Maritime Region. The National SAR Plan designates the Commander, Pacific Air Forces (COMPACAF) as the SAR Coordinator for the State of Alaska and the Unified Commander (USCINCPAC) as the Area SAR Coordinator for the remainder of the remainder of the Pacific Overseas Region, and the Commander, Pacific Area, United States Coast Guard as the SAR Coordinator for the Pacific Maritime Region. By delegation of authority and mutual agreements, area SAR coordination in USPA-COM is conducted by USCINCPAC component commanders, subordinate unified commanders, the U.S. Coast Guard and the Canadian Maritime Defense Force. USCINCPAC has assigned to the Commander, Pacific Air Forces (COMPACAF), the primary responsibility of SAR coordinator for US SAR incidents within the Pacific Overseas Region. To carry out these responsibilities, COMPACAF operational control (OPCON) of theater-assigned and attached search and rescue assets (when required for actual peacetime or contingency SAR operations) is executed through HQ PACAF/DO. Wartime SAR command arrange-

ments will be as reflected in the appropriate OPLANS/CONPLANS. COMPACAF has delegated OPCON of theater assigned USAF SAR forces to the subordinate PACAF Numbered Air Force Commanders. HQ PACAF/DO functions as COMPACAF executive agent for search and rescue, providing planning, guidance and direction of SAR missions through the appropriate Rescue Coordination Center (RCC). All military commanders have an obligation to support SAR operations within their capability.

2. Manning:

2.1. Manning of RCCs will be IAW current unit manpower document (UMD), and applicable PACAF manpower and organization directives. HQ PACAF XPM will publish an approved UMD for each RCC.

2.2. Personnel assigned to a RCC (to include administrative personnel) must have a Secret security clearance.

3. Implementing Responsibility:

3.1. Commanders, 33RQS and 210th RQS will notify, by message, the receiving installation commander and other concerned agencies of support requirements for ongoing SAR efforts from that base. This message will include:

3.2. Number and type of aircraft.

3.3. Number of personnel. (broken down by aircrew and ground support, officer and enlisted).

3.4. Expected alert reaction times (if applicable).

3.5. Transportation, billeting, and communications requirements.

3.6. Expected arrival time at deployed locations.

3.7. Anticipated duration of deployment.

3.8. Other pertinent details as appropriate.

4. Recommendation for Changes:

4.1. Forward recommendations for changes to this instruction to HQ PACAF/DOC/DOCO

4.2. Waivers for the requirements in this instruction may be requested by unit commanders . Send requests for waivers through channel to HQ PACAF/DOC/DOCO.

Section B—Peacetime Functions of Rescue Coordination Centers

5. General. This chapter contains operating concepts and policies which govern command, control and coordination of PACAFs rescue missions. SAR operations require the cooperation and assistance of many agencies with various missions and widely dispersed facilities. SAR activities must cooperate and coordinate closely with both primary and secondary agencies, whether military, civilian or foreign. Secondary SAR agencies are units organized and maintained for primary purposes other than SAR, but capable of assisting in SAR operations through prior indoctrination and coordination.

6. PACAF Rescue Coordination Centers. The RCC acts as the executive agency for COMPACAF and the NAF/Wing commander in command and control of PACAF rescue forces. Within PACAF, RCCs are

aligned as follows: Pacific Rescue Coordination Center is aligned under the PACAF Air Operations Squadron. Korea Combined Rescue Coordination Center is aligned under the 603 ACCS. Alaska RCC is aligned under 11AF. The Rescue Squadrons are aligned under their respective Operations Group (OG) Commander. During peacetime, the mission of an RCC is to organize and integrate existing agencies and their facilities into a cooperative SAR network in the SAR area for rendering assistance to military and nonmilitary persons in distress, and to meet international SAR obligations consistent with existing laws and agreements. To fulfill this mission, the RCC is the single agency responsible for federal involvement in SAR operations within the SAR area to serve both military and civilian requirements and will:

- 6.1. Validate requests for SAR assistance to preclude unjustified use of forces and/or interference with private enterprise.
- 6.2. Coordinate all available resources for search and rescue assistance to persons in distress.
- 6.3. Determine the composition of forces, assignment of tasks, designation of objectives, and make decisions relative to prosecution of the mission.
- 6.4. Coordinate and direct the activities of SAR forces which have been committed by command authority.
- 6.5. Forward valid request for SAR to the appropriate command authority for approval (i.e. Army resources through FORSCOM).
- 6.6. Coordinate directly with SAR units tasked by their command authority, pass mission information and ensure assignments are clearly understood.
- 6.7. Prevent over commitment of assets and hazardous congestion on scene.
- 6.8. Depending on the magnitude and complexity of the mission, the RCC will either function as the SMC or designate a member of a tasked unit to serve as the SMC. When serving as the SMC, the RCC will also appoint an on-scene commander when more than one resource is involved.
- 6.9. Contingency and wartime responsibilities and roles are in accordance with theater directives.

7. SAR Mission Procedures:

7.1. SAR Mission Coordinator (SMC). A SMC will be appointed by the SAR coordinator at the lowest echelon exercising operational control of SAR forces for the specific mission. Only one SMC will be appointed for each mission. The SMC exercises Tactical control over all mission-committed SAR forces. When SAR forces are participating from two or more bases, an assistant SMC may be designated for each base. When SAR forces are committed to a rescue mission under the control of other agencies (i.e., USCG, US Navy, or foreign government), SMC may be appointed to represent the RCC. Specific SMC duties and responsibilities are performed IAW JCS PUB 3-50.

7.1.1. Mission Coordinator Kit. Due to possible short notice for deployment to a forward operating location, mission coordinator kits will be maintained by all PACAF RCC's based on their area of responsibility (IAW local operating instructions).

7.1.2. Publications. Publications should include Flight Information Publications (FLIP), charts of anticipated areas of operation, PACAF Instruction 10-201, JCS PUB 3-50 volume I and II, National Search and Rescue Manual, AFR 64-3, Combat Search and Rescue Procedures, and plotting supplies and equipment. Appropriate charts must be included prior to deploying but will not be a permanent part of the coordinators kit due to vast areas of coverage.

7.1.3. Equipment. Equipment should include Plotter (Air Navigation), Dead Reckoning Computer (type MB-4), colored pencils, pens, lead pencils, erasers, writing paper/tablets and, AF Forms 1924, Events Log, or bound log book, or laptop counter with modem capability for interconnect with computerized record products.

7.1.4. Classified documents when required, will be available but will not be a permanent part of the mission coordinator kit.

7.2. Mission Opening. Command authorities must have real time information to allow positive command and control and mission monitoring. SAR unit aircraft should not be used for routine patient transfer. Prior to dispatching an aircraft on a MEDEVAC mission, medical validation will be obtained to determine the need of rescue assistance. Mission opening and closing checklists will be developed and constructed in a manner so that notification, situation, validation, description, SAR planning, SAR unit briefing and SAR reporting may be documented.

7.3. Mission Suspending. All reasonable action will be taken to locate the search objective, determine the status, and effect rescue or recovery of the survivors. The decision to conduct extended operations must be based upon the probability of finding survivors. After all probability of locating survivors has been exhausted, extended operations become unwarranted. When extensive SAR coverage has produced negative results and climatic conditions, lack of information, or other circumstances justify suspension of the mission, the SMC will recommend to the appropriate SAR coordinator (HQ PACAF/DO for all missions in PACAF except in the Alaskan Region; 11AF/CC for Alaskan Region) that the mission be suspended. Prior to suspending a mission for a USAF objective, the SMC will coordinate with the MAJCOM to assure they agree that all reasonable actions have been taken to locate or recover distressed or missing personnel. Only after this coordination has been effected will rescue activity cease. The Area SAR coordinator must concur with a recommendation to suspend the mission. When PACAF forces have been committed to a mission controlled by another agency, they will not be withdrawn except under authorization of the controlling agency or decision of the unit commander. SAR unit commanders must have reasonable justification for withdrawing their forces from joint operations. Notification will be given to the controlling agency and coordinated through the appropriate RCC prior to withdrawal. ANG forces may be withdrawn at the discretion of the ANG unit commander. Each RCC will maintain a "suspended" file of those missions for which they exercised mission control or assigned the mission number.

7.4. Mission Closing. The appropriate SAR coordinator may close a mission under the following conditions: (1) when rescue/recovery has been completed; (2) positive determination of location has been made and continued utilization of SAR forces would be of no value; (3) rescue forces have returned to home station or recovery base or diverted to another mission; and (4) the requesting agency releases SAR forces.

8. Required Charts:

8.1. Aircraft Status. RCCs will maintain a computer data base, a status board, or similar aid which reflects the alert status of all units in their area with designated SAR alert aircraft. This data base must contain unit and location, type aircraft, tail number and operational limitations as well as units covering alert when the designated SAR unit is off alert. During periods of increased readiness or possible mass casualty situations, information maintained should be expanded to include all SAR aircraft.

8.2. Plotting Charts. Current plotting charts and navigation equipment will be maintained in sufficient quantity by all RCCs to plot search areas, reported leads, and aircraft search area assignments.

8.3. Aircraft Wreckage Locator. Each RCC will maintain an aircraft wreckage locator chart of known crash sites. The chart will include the exact location, type of aircraft identification, aircraft color, distinctive markings, date of crash and remarks. If available, photographs may be attached to the file. They will be dated and marked with an arrow indicating Magnetic North.

8.4. Maps. Each RCC will maintain a wall map which depicts their area of responsibility/operation. They should also maintain a current inventory of operational maps (i.e., sectionals) for working purposes.

8.5. Resource File. RCCs will maintain a current file of pertinent data concerning SAR agencies within their area of operation. This file will include information such as location and type facilities, area of operation, responsibility, names and positions of key personnel, methods of contacting, and other pertinent remarks.

9. Utilization of CAP/ANG Resources:

9.1. CAP Assistance. Requests for CAP assistance are normally made by the coordinating RCC, using the alert listing approved by the CAP Wing Emergency Services Officer. SAR mission authorization by the appropriate RCC will allow the activated CAP organization to be reimbursed for POL, communications and insurance coverage under the Federal Employees Compensation Act.

9.2. Air National Guard (ANG) Units. When the unit to be tasked is a ANG unit, the RCC originating the request for assistance will contact the Air National Guard Readiness Center (ANGRC). This requirement is waived if there is an existing letter of agreement between the Guard Unit and the RCC.

10. Security. The physical security of an RCC is divided into the following categories:

10.1. Physical Security. Each RCC will be designated as a controlled area. The designation "controlled area" carries the same legal and moral restrictions as a physical barrier. Unless physical barriers are specifically required, the actual control may depend entirely on the protection consciousness of the personnel in the designated area. Specific information on establishing a controlled area can be found in AFI 31-209.

10.2. Entry Control Procedures. Specific entry control techniques range from personal recognition to use of the controlled area badge. Entry control techniques may also include use of entry authority lists, verification of DOD or Air Force credentials, or a combination of these methods. Entry procedures must be restrictive to eliminate heavy traffic which might interfere with operations but not to the extent that unrestricted entry is denied staff members who have a need to conduct daily business in the RCC.

10.2.1. Entry control will be performed by duty controllers. No individual will admit any person desiring entry without the express approval of a controller who is enforcing control.

10.3. RCCs which utilize, process or store SCI material must be designated a SCIF IAW USAFIN-TEL 201-1 and fall under the security cognizance of the Special Security Office.

10.4. Information Security. Classified documents will be safeguarded per DODR 5200.1/AFI 31-401, AFI 10-1102, PACAF supplements thereto, and other applicable security directives. All classified must be properly stored in security containers.

10.5. TEMPEST. RCCs designated as SCIFs must follow the TEMPEST requirements IAW USAFINTEL 201-1, Chapter 6. RCCs will comply with requirements outlined in AFR 56-6 and AFR 56-16 concerning the use of personally owned/government owned audio/video equipment, scanners, etc.

10.6. Criminal Investigations, Counterintelligence, and Protective Service Matters. RCCs which process classified information will have a survey conducted and kept current IAW AFI 71-101V1.

10.7. OPSEC. Operations security initial and refresher training will be conducted and documented IAW AFI 10-1101.

11. Operating Instruction (OI) Files, Quick Reference Checklist (QRC):

11.1. The OIC/NCOIC of the RCC will develop and maintain OI's (see AFI 37-160V1) for unit RCC functions, controller duties, local training and certification of RCC personnel. If the function, duty, or complete action can be described in a QRC, an OI is not required.

11.2. A complete and properly indexed file of current OIs and QRCs will be kept at all times. This file will be reviewed annually by the OIC (where applicable) and NCOIC. OIs will contain complete information to accomplish the specific tasks involved. In addition, each OI will reference applicable regulation(s) and background material. Designed for use by the controllers in their duty positions, QRCs are more condensed than OIs, but contain enough information to complete the task. Essential references must be annotated.

11.3. Checklist Operations. Checklist action items will be addressed in sequential order. Before proceeding to a follow-on item, controllers will make one of the following marks:

11.4. A check mark indicates that an item has been completed.

11.5. A circle indicates that the item has been noted but is yet to be completed.

11.6. A N indicates that the item is not applicable.

11.7. A P indicates previously accomplished.

12. Events Log:

12.1. Events log will be maintained IAW AFI 10-207.

12.2. To assure standardization of log entries, the following instructions apply:

12.2.1. All items will be entered in chronological sequence using Zulu time.

12.2.2. When entering references to messages, enter the classification followed by the complete date-time group and the message originator.

12.2.3. The events log will be maintained for a 24 hour period and will be reviewed the next duty day by the OIC or NCOIC.

12.2.4. The events log will be retained for a minimum of 3 months and then destroyed IAW security directives (if classified).

13. Pyramid Notification System. A pyramid notification system is required to facilitate immediate response. Unit commanders must set up normal communications and "communications out" types of pyramid notification.

13.1. Key Personnel. RCCs serving a rescue unit will maintain a roster of the unit's key personnel including home and duty telephone numbers, and the method of off duty contact (if other than by normal telephone).

13.2. Those units located on the same base or in the same area of responsibility of a theater RCC may elect to transfer control of their alert force to the RCC. Prior to this transfer, all appropriate headquarters and agencies must be notified when no one is available at the unit. Units transferring control of the alert force will effect a letter of agreement with the RCC covering alerting, scramble, briefing and notification instructions.

14. Reporting Instructions:

14.1. RCCs will submit a monthly SAR Summary report, RCS: PAF-DOC(M)9501 to HQ PACAF/DOCO. Part One of the report will include mission number and type, tasked unit, acft type, number and type of saves (US Military, Foreign Military, Civilian), and number of assists. Part Two of the report will include the mission/incident synopsis. An example of the report format is in Figure 1.

NOTE:

The example in Figure 1 shows the minimum required information for a SAR Summary Report. Units may use locally developed report formats provided they contain all of this information, and use the mission/incident number composition in Figure 2.

14.2. The SAR Summary report should be received by HQ PACAF/DOCO NLT the 5th day of the month following the month in which the report covers.

14.2.1. Use the composition in Figure 2 for mission/ incident numbers:

Figure 1. SAR Summary Report

FROM: PACC HICKAM AFB HI/PCR//

TO: HQ PACAF HICKAM AFB HI/DOC//

UNCLAS

QQQQ

MSGID/RRI/PACC-PCR//

AMPN/SUBJ: SAR SUMMARY AUG 94//

RMKS/1. SAR mission data:

MSN NBR-TYPETASKED UNITACFT TYPE SAVESASST

PAC-93-J-001-S10ADSF-16C50

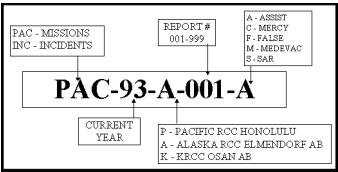
2. Mission/Incident synopsis:

PAC-93-J-001-S: Four crewman from F/V Benson injured due to engine room fire. Contact/location of ship had been lost. Located ship and coordinated medical and maintenance assistance. 5 foreign civilian saves.

INC-93-J-001: S/V BARUBA 3 days overdue from Fiji to Australia. S/V found to be in port Australia. Case closed.

REMARKS: Problems encountered or NONE//

Figure 2. Mission/Incident Number



Section C—Combat Search and Rescue

15. General. USCINCPAC is charged with planning and preparing for the conduct of Combat Search and Rescue (CSAR) in accordance with the policies and directives of the Chairman, Joint Chiefs of Staff. COMPACAF is designated USCINCPAC's executive agent for CSAR matters. Until such time as USCINCPAC establishes a permanent theater Joint Rescue Coordination Center (JRCC), COMPACAF will be prepared, on order of USCINCPAC, to organize and provide a mobility JRCC as a deployable Joint Task Force Augmentation Cell (DJTFAC). The core of the mobility JRCC will be the Pacific Rescue Coordination Center (PRCC). COMPACAF will recommend service component and subordinate-unified command JRCC augmentation requirements to USCINCPAC for tasking.

16. Mobility Requirements:

16.1. Manning Requirements. Manning for CSAR RCCs differs significantly from that of a standing peacetime RCC. In addition to the officer and enlisted RCC controllers, augmentation by Intelligence personnel and a planning cell (includes SAR knowledgeable personnel from all services involved in the contingency) is vital to the success of rescue operations. Sufficient numbers of all required personnel must be assigned to allow 24 operations.

16.2. Equipment Requirements. This section provides minimum recommended equipment for CSAR RCCs.

16.2.1. RCC Controllers Cell:

- 16.2.1.1. Sufficient desk/table space for all assigned personnel
- 16.2.1.2. General offices supplies (pencils, pens, markers, staplers, etc)
- 16.2.1.3. Appropriate wall charts and maps for the area of operation
- 16.2.1.4. SAR plotting equipment (portable secure radios, telephones (STU III), etc)

16.2.2. RCC Intelligence Cell:

- 16.2.2.1. Sentinel Byte terminal with IMOMS data base
- 16.2.2.2. Peninsula Intelligence Estimate document
- 16.2.2.3. Multi Command Manual (MCM 3-1, Vol II)
- 16.2.2.4. Proud Flame for the Theater
- 16.2.2.5. Field Manual
- 16.2.2.6. DIA fact book

16.2.3. RCC Planning Cell:

- 16.2.3.1. Sufficient desk/table space for all assigned personnel
- 16.2.3.2. General offices supplies (pencils, pens, markers, staplers, etc)
- 16.2.3.3. Appropriate wall charts and maps for the area of operation

16.2.4. Personal Clothing and Equipment Requirements. The following are minimum mobility equipment requirements each controller assigned to mobility RCCs must maintain:

- 16.2.4.1. One duffel or A-3 bag
- 16.2.4.2. Three sets of BDU's or flight suits
- 16.2.4.3. Two Caps (BDU or flight cap)
- 16.2.4.4. One set Rain Gear
- 16.2.4.5. One pair Combat/Jungle boots
- 16.2.4.6. One Belt w/black buckle
- 16.2.4.7. Four T-shirts (brown/green/black)
- 16.2.4.8. Four pair socks (black cotton/wool)
- 16.2.4.9. One Bath Towel
- 16.2.4.10. * Toilet supplies
- 16.2.4.11. * Civilian clothes
- 16.2.4.12. One Field/BDU jacket w/liner
- 16.2.4.13. One pair Gloves w/insert
- 16.2.4.14. Medication (Sufficient supply for 30-60 days, or as briefed when mobility tasking received.)

16.2.4.15. Specialty gear as deemed necessary at deployment (i.e. Chemical gear, cold WX gear, etc)

16.2.5. The unit will maintain or coordinate with the host base for all other required mobility equipment.

16.2.6. Rations and meals. RCCs will coordinate with the host base for sufficient food items (MREs, C-rations, etc.) to provide for contingencies and deployments when required.

16.2.7. Mobilization Process and Base Support. RCCs will ensure that they have the ability to mobilize and/or deploy in a timely manner. It may be necessary for the RCC to pre-coordinate for the support required for a short notice deployment. Letters of agreement, host-tenant agreements, base level contingency plans, etc can be used to formalize these special support arrangements between the base and the RCC.

17. Combat Rescue Mission Categories:

17.1. General: Four mission categories are used in CSAR. The decision to place a case in a particular category would be worked jointly by the RCC controllers cell, RCC Intelligence cell, and RCC Planning cell. The senior officer in charge will make the final decision on category. Ongoing cases must be reviewed periodically to take advantage of changes in factors affecting a specific SAR response.

17.1.1. Category Alpha: Immediate Action Case. Mission will be launched from an alert status by the RCC. Combat rescue objective is confirmed and status known. Direct radio and/or visual contact with the survivor is the overriding consideration. The threat, if any, can be countered using readily available resources. In all cases, the task SAR unit will make the final call on whether they can accept the mission as tasked.

17.1.2. Category Bravo: Planning Case. Extensive planning and coordination for resources necessary in Bravo cases will be done by the RCC planning cell. The case has a confirmed survivor but cannot be prosecuted with an immediate launch due to any of the following reasons:

17.1.2.1. The threat cannot be realistically countered using available resources.

17.1.2.2. The survivor is mobile with established future contact times and/or geographic points.

17.1.2.3. The mission requires an insertion/extraction operation.

17.1.2.4. Weather, darkness or waiting for darkness.

17.1.2.5. The mission requires extensive preplanning and coordination prior to launching resources.

17.1.2.6. CSAR resources are not immediately available.

17.1.3. Category Charlie: Inactive/Suspended case. Cases where the survivor cannot be confirmed and/or contact has been lost or never confirmed. Category Charlie cases are subdivided into Charlie One, and Charlie two cases.

17.1.3.1. Charlie One cases must be reviewed periodically to ensure controllers stay familiar with the case, new information is updated, or the category is upgraded as necessary. The SAR Duty Officer (SARDO) will initiate a listening watch by briefing TACC duty officers on the call sign, general location (if known), and frequency to monitor in case the survivor attempts

contact. Missing in Action (MIA) personnel should be categorized as Charlie cases. Each case should remain open until ALL personnel are positively accounted for. If contact has not been established within 7 days of initial date of loss, then the case should be recommended for suspension. Obtain Commander Air Component Command (CACC) concurrence prior to suspending a mission. Once suspension is approved place the case in category Charlie Two.

17.1.3.2. Category Two ensures the case remains separate from "closed" cases but does not require the administrative tracking of a Charlie One case.

17.1.4. Category Delta: Closed case. Once recovery has been completed or assistance is no longer required, close the case. If personnel are known to be Killed in Action (KIA), the case will be closed. If status is unknown, continue to investigate until positive status is determined (see Charlie category). Delta cases should be maintained in a separate location from other case categories to avoid an active case inadvertently being filed in this category.

18. Combat Rescue Controller Training Requirements:

18.1. The National SAR School is developing a CSAR training course. Pending completion of that course or a command specific course, RCCs will develop their own unit level training.

Section D—RCC Controller Training and Certification

19. General. This section prescribes guidance and procedures for training and certification of RCC personnel.

20. Controller Training Requirements:

20.1. National SAR School Attendance. The National SAR School, or 3 years SAR experience (i.e. rated rescue officer) is a mandatory requirement for all controller's assigned to PACAF RCCs. Trainees will attend the appropriate SAR course(s) (as shown in Figure 3.) prior to arrival at the RCC. If a controller arrives without the proper training the trainee should be sent to school as soon as possible (normally within a month after arrival). If an extended delay is foreseen, notify HQ PACAF/DOC of the reason for delay and the projected SAR school class date.

20.1.1. Waivers for SAR school attendance. During periods of austere manning, waivers to the SAR school requirement will be considered on a case by case basis. Unit commanders will request a waiver from HQ PACAF/DOC.

21. Controller Training Program. Each RCC will establish a training program to include:

21.1. Initial Training. Training outlines will be developed for use during initial and refresher training. Tailor these outlines to meet task requirements set up for the mission(s) or unit(s) being supported.

NOTE:

A minimum training period of 15 days is required for newly assigned personnel before being certified to perform controller duty. Subject areas will be included in the initial training program as applicable.

21.2. Refresher Training: A controller who has been absent for 60 days or more or out of PACAF for one year or less may receive a refresher version of the initial training program. Tailor this training to

update and familiarize the controller with basic procedures and local operating procedures. Certify the controller after refresher training has been successfully completed.

21.2.1. Controllers who are absent from duty or away from home station 60 days or more must receive refresher training and be recertified.

21.2.2. Refresher training will be accomplished IAW the unit training outline. Upon completion, the rectification will be recorded on the AF Form 1999. Refresher training items can be identified on the initial training outline.

21.3. Recurring Training: This training is conducted on a monthly basis, and consists of three basic types: formal training, self study, and examination training.

Figure 3. SAR Course Requirements

RCC LOCATION	INLAND SAR	MARITIME SAR
ALASKAN RCC		
OFFICER	R	
ENLISTED	R	
PACIFIC RCC		
OFFICER	X	R
ENLISTED	X	R
OSAN CRCC		
OFFICER	R	X
ENLISTED	R	X

R (REQUIRED); X (RECOMMENDED).

Where more than one course is indicated, the preferred course of attendance is indicated by an “R” in the appropriate column.

21.3.1. Formal Training. This training consist of not less than 3 hour per quarter (normally one hour per month) and will be conducted on a scheduled basis. Testing may be accomplished during the same training meeting.

21.3.1.1. Formal training sessions will be recorded, either on tape or in writing, and maintained for 12 months.

21.3.1.2. Controllers absent during formal training must make up the training within 7 days of returning to duty. The training manager will annotate AF Form 1990 with those controllers who are absent and the date when training is accomplished. Controllers will initial the form when training is complete.

21.3.2. Self Study. Prior to the 5th of each month, the Chief/NCOIC of the RCC will publish a letter outlining self-study publications and ensure appropriate new or revised publications are reviewed by all controllers in a timely manner. This self study will be completed prior to training day.

21.3.3. Examinations. Questions will be derived from appropriate directives selected by the training manager and approved by the Chief/NCOIC of the RCC. Reports questions should emphasize reporting rules and requirements. As a minimum, each controller is required to complete one written training examination each month. The exam may be open or closed book. Unit directives may set up a more comprehensive examination training program. 90 percent is considered passing for PACAF examinations. All test will be critiqued to 100 percent. Only the training manager or chief/NCOIC of the RCC will record test results on AF Form 1997 and are exempt from testing.

21.3.4. RCC Controller Training and Certification Book. Only the RCC Chief/NCOIC, or training manager will make entries in this book except for AF Form 1990. Retain AF Form 1990, 1997, and monthly self study letters for 12 months. Retain individual AF Form 1999 until individual is permanently decertified or reassigned.

21.3.5. Training Projections. Annual training projections will be developed to identify requirements and frequency of training. Training projections will be maintained on a computer printout, wall chart, or binder insert form, and will be used by the training manager to develop monthly training requirements, lesson guides, formal training meeting agendas, self study letters, etc. The annual training projection will be modified to include revised directives, message changes, OIs, QRCs, OPLANs, etc.

22. Certification Requirements. All controllers must be certified prior to performing unsupervised duty. Failure to maintain established certification standards result in immediate decertification.

22.1. Controllers will be certified NLT 60 days after the first day of initial training. Those failing to certify within that time will be evaluated by the chief/NCOIC for extension or possible personnel action and a message explaining the delay will be sent to HQ PACAF/ DOCO.

22.2. RCC Controller Certifying Official. A change in certifying officials due to PCS, etc., does not invalidate the AF Form 1999. Except during periods of extended absence of the certifying official, this action will not be delegated and must be accomplished as follows:

22.2.1. At all PACAF wings, the Wing Commander or his designated representative (i.e. Chief RCC) will be the certifying official. If a NAF has an RCC, the NAF DO or his designated representative will be the certifying official.

22.2.2. Controllers failing monthly training examinations may, at the discretion of the RCC Chief/NCOIC, be recommended for decertification. Upon decertification, the individual will complete refresher training in the specific area(s) of weakness and be recertified.

22.3. Decertification. The Commander will ensure that controllers remain proficient, take action to correct deficiencies, and remove controllers not suitable for duty. Reassignment, retraining, and/or discharge actions will be coordinated with HQ PACAF/DOCO.

22.3.1. Controllers can be decertified for extended periods of absence, failure to maintain established certification standards, discontinuance of duties requiring certification, failure of test/con-

sole evaluations, or security clearance withdrawal. Decertification will be accomplished by the certification authority.

22.3.2. Decertifications will be documented on the AF Form 1999 by the certification authority. When controller decertification is deemed necessary, a red line will be drawn through the applicable block on the AF Form 1999 and a statement will be entered on the back of the form as to why decertification was accomplished.

22.3.3. Controllers failing examinations will be retrained in the area(s) of weakness, and recertified if applicable. The Chief/NCOIC of the RCC will determine the amount and length of training requirements.

Section E—RCC Location, Equipment, Arrangement, and Emergency Power Requirements

23. General:

23.1. Standardization. The intent of this chapter is to standardize RCCs in PACAF in regards to their location, equipment, and arrangement. The items set forth in this chapter serve as the standard to which all should strive. When provisions of this chapter cannot be complied with, request for waivers, accompanied with supporting rationale, will be forwarded to HQ PACAF/DOC/DOCO for approval. Request for waiver(s) need not be submitted when a work order or equipment request is pending. These request must be maintained on file and actively pursued.

23.2. Location. Survivability is a factor which a commander must consider when selecting a RCC facility. This characteristic fulfills the requirement for continued operation during adverse weather conditions and in a chemical, biological, or conventional warfare environment. Survivability may require development of a new or altered facility depending on the local threat. All future programming will include protection as defined in AFR 360-1 and PACAF Supplement 1, against the appropriate threat(s).

24. Facility Arrangement:

24.1. Enough floor space must be provided for the console area, crisis support staff, RCC administration, storage, sleeping facilities (if applicable) and latrine facilities. Minimum recommended floor space for a standing RCC is 2200 square feet.

24.2. Separate functions of the RCC will be compartmentalized to keep noise from interfering with the other functions. Noise abatement measures will include acoustical tile ceilings and floor coverings.

24.3. Sufficient air conditioning must be available for controller comfort and satisfactory temperature ranges for efficient radio and computer operation.

24.4. RCC entry is strictly limited. In order to enforce entry control yet allow controllers the ability to control entry with minimum distraction, the following are required:

24.4.1. Mechanical or electrically operated cipher door locks. No key lock system is allowed.

24.4.2. One way glass for personnel identification. If the entrance is located such that the controller must leave the console area for personal identification, a closed circuit TV will be installed.

24.4.3. Two way communication between the controllers console and an area immediately outside the RCC entrance.

24.4.4. Centrally raised controller consoles so that all display boards and other areas of interest will be visible from the controllers console.

24.4.5. Each RCC will maintain a wall map that covers their area of responsibility/operations. The method of displaying current mission information will conform to the desires of the appropriate commander. Computer generated displays will be used to the maximum extent possible. Standardization of physical arrangements among the RCCs is encouraged. Displays will be large enough or contain sufficient data storage capability to accommodate information during peak workload conditions.

24.4.6. Aircraft Status Board. RCCs with primary SAR units under their control will maintain an aircraft status board or similar aid which reflects the alert status of these units. This information should contain at least the unit and location, type aircraft, tail number of alert aircraft, operational limitations of the alert aircraft, and units covering alert if PACAF unit is off alert.

24.4.7. Other displays required by the commander are authorized. The location of displays and means by which they are exhibited will be at the discretion of the commander. As data processing equipment becomes available, computer generated displays should replace grease boards.

24.4.8. Indirect lighting and background lighting should be used to enhance displays.

24.4.9. RCCs will maintain resource files. These files should contain contact numbers for SAR resources in the RCCs region to aid in initial contact for SAR missions.

24.4.10. A method to quickly cover all classified displays.

24.4.11. Administrative working space.

24.4.12. Staff area with working positions and telephone communications.

24.4.13. Each RCC will maintain an aircraft wreckage locator. It will include the exact location, type of aircraft identification, aircraft color, distinctive markings, date of crash and remarks. If available, photographs may be attached to the file. They will be dated and marked with an arrow indicating Magnetic North.

24.4.14. Plotting Charts and Equipment. All RCCs will maintain plotting charts and appropriate navigational equipment to plot a search area, reported leads, and aircraft search area assignments.

25. Equipment:

25.1. At least two easily visible wall clocks with independent energy sources to display Zulu and local time.

25.2. Reproduction equipment of enough capacity to reproduce messages during contingencies.

25.3. Microwave oven and refrigerator to allow the RCC personnel the ability to prepare food for themselves.

25.4. Tempest Word Processor. Required for administrative support within the RCC.

25.5. Sufficient chairs for all working positions.

25.6. Approved shredding device for the destruction of classified material.

25.7. Television set and VCR.

25.8. "REMINDO" type clock or similar reminder/alarm timer.

26. Arrangement of the Console. Ensure that: telephone and radio equipment will be arranged so that all such equipment can be used from each controller's position while the controller is seated.

27. Emergency Power. An automatic source of auxiliary power is required to prevent mission degradation in the event normal power is lost. A written operating instruction and/or checklist must provide the details for converting to and operating emergency power.

27.1. Once the emergency power unit has been started for any reason, the appropriate civil engineer division must be notified. When the power unit operation is terminated, civil engineer personnel must reconfigure this unit for further service.

27.2. Where controlled environment equipment is collocated in the RCC facility, redundant air conditioning equipment must be available.

28. Emergency Lighting. All facilities will be equipped with emergency lighting. Emergency lights should be functionally checked once each week and corrective action taken noted in the events log. Additionally, an adequate supply of flashlights (no less than three) and spare batteries will be immediately available.

Section F—Communications Equipment Requirements

29. General:

29.1. The intent of this chapter is to standardize RCC communications and equipment. This chapter details the minimum communications requirements for RCCs to meet their SAR responsibilities. If present systems do not exactly meet the requirements of this chapter but are recognized as usable, they will be considered adequate.

29.2. Communications-Computer systems support for a RCC must provide as near real-time service as possible. The primary objective for any communications computer systems support is to provide the commander, or a designated representative, in the RCC a positive means to effect command and control of rescue forces during daily operations and emergency situations.

30. Voice Communications. Reliable voice communications are required to ensure positive control of PACAF rescue forces. Voice communications requirements consists of inter- and intrabase telephone service, UHF, VHF, HF, SATCOM, and FM radio. Equipment to support an RCCs communications capability should include, but not be limited to:

30.1. Direct Hot lines for coordination purposes between rescue agencies and RCCs as well as for required contact with base agencies and Flight Service Stations (FSS).

30.2. A minimum of two class "A" telephones and one class "C" telephone wired in rotary patch capability. The class "C" telephone should be the only number listed in directories. Hand instruments should be "push-to-talk" or "hush-phone" types.

30.3. At least two direct-dial DSN (flash precedence or immediate precedence with ruthless preempt) lines, one of which has worldwide capability, or has access to it.

- 30.4. One multitrack tape recorder capable of recording directly from controllers consoles.
- 30.5. International/host-nation TELEX or AFTN teletype (as required)
- 30.6. UHF, VHF, HF, SATCOM and FM radios (both secure and nonsecure) when mission essential.
- 30.7. STU III or STU III+ telephone.
- 30.8. HF Radio. The USAF HF GCCS is the primary means of communicating with aircraft beyond UHF/ VHF radio range. Equipment installed at USAF HF aeronautical stations permits patching telephone circuits (dedicated and/or DSN) to radio equipment to provide direct communications between ground agencies and aircraft.
- 30.9. Access to the base pager system.
- 30.10. RCCs will have telephone patch capability with all PACAF rescue units within their area. This may require access to local civilian telephone systems in foreign countries.

31. Record Communications. The record communications center supporting the RCC function must be situated in such a manner, preferably collocated, as to enable immediate delivery of record traffic. If distance between the RCC and communications center is such that delivery of high precedence traffic is not timely, an electronic remote receiver or pneumatic tube will be installed.

Section G—RCC Staff Assistance Visits

32. General. HQ PACAF Command and Control staff assistance visits will be accomplished when requested by the NAF/Unit (normally no more than once a year). The team will consist of representatives from the Operations Branch (DOCO) and will provide assistance and make appropriate recommendations regarding operations, training, reporting procedures, facilities, and equipment. HQ PACAF will coordinate with NAF's and units and provide a firm schedule 30 days prior to team arrival.

33. HQ PACAF Responsibilities:

33.1. HQ PACAF DOCO will maintain a file of RCC discrepancies extracted from inspection reports and staff assistance reports for the preceding 12 months. They will review and recommend corrective action for RCC discrepancies cited in reports.

33.2. The SAV team chief will review problem areas/observations with RCC chiefs/NCOIC's prior to team departure. Upon return to HQ PACAF the team chief (senior team member) will review the results of the visit with the Chief, Command and Control Division (DOC). The final SAV trip report, with HQ PACAF/DOC approval, will be forwarded to HQ PACAF/DO, and info copies mailed to the visited unit and intermediate headquarters.

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Director of Operations